

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
MILLIKEN MEETING HOUSE, 1201 BROAD STREET**

MEETING MINUTES

Wednesday, October 12, 2016

Call to Order

The Town of Milliken Board of Trustees convened a regular session on Wednesday, October 12, 2016 at 6:30 P.M. Those present: Mayor Beau Woodcock, Mayor Pro Tem Linda Measner. Trustees: Elizabeth Austin, Katy Burack, LeRon Ehrlich, Nick Ehrlich and Ken Kidd. Also Present: Town Administrator Kent Brown, Town Clerk Cheryl Powell, Community Development Director Martha Perkins, Public Works Director Bill Landwehr, Finance/Accounting Manager Courtney Diller, and Town Attorney Linda Michow. Absent:

Pledge of Allegiance

Mayor Woodcock called the meeting to order.

Roll Call

Trustee's: Austin, L. Ehrlich, Burack, N. Ehrlich and Kidd, Mayor Pro Tem Measner and Mayor Woodcock.

Agenda Approval

Mayor Woodcock asked to add an item to the Informational Agenda regarding GIS and IWorks and to move it to the first item on the Agenda.

All in favor, none opposed.

Citizen Comments

Trustee LeRon Ehrlich thanked the Town Board and Staff that sent flowers and cards in memory of his dad, Ron Ehrlich.

INFORMATIONAL AGENDA

GIS and IWORKS

Director Perkins spoke about the presentation given in July regarding the GIS system the Town is looking at utilizing. Cost was a factor in regard to this new system.

Joe Gilbert who is an Equipment Operator for the Town of Milliken presented to the Town Board the IWorks system that is being used in the Public Works Department. He showed the Town Board the IWorks System on the monitors and discussed his usage on this program regarding signage replacement, street maintenance, etc. This software could be used in municipal court providing cost, etc. as a reference during these proceedings. This system provides work orders and is used for maintenance management.

Director Landwehr explained that the Sanborn GIS system can be used by all staff. The IWorks system will be able to input information into the Sanborn GIS System.

Perkins explained that the initial cost to implement the Sanborn GIS system is \$10,000 and the monthly cost for support, etc. is \$700.00.

She explained that with the GPS system the water and sewer infrastructure can be placed into this system along with fire hydrants, etc. There can be interactive maps from the website. Layers on the GIS can be turned on and off depending on who utilizes this. Director Landwehr explained that there have been instances where an infrastructure break occurs and it is difficult to find the location and to know what the infrastructure material is. With the Sanborn GIS System these types of items can be placed in the system.

Director Perkins explained that there are many ways to utilize this system and no additional equipment will need to be purchased. The system can be run off of smartphones and tablet devices.

Trustee LeRon Ehrlich stated that the Town Board was interested in the cost of this system and staff has answered this. Perkins explained that the initial cost of \$10,000 is in her budget for 2016 and staff is looking for direction whether to continue forward with this process.

Trustee Austin – yes, Trustee L. Ehrlich yes, Trustee Burack – yes, Trustee Nick Ehrlich – yes, Mayor Pro Tem Measner – yes, Mayor Woodcock – yes, Trustee Kidd – yes.

Minutes of Previous Meeting

- September 28, 2016

Minutes approved as correction.

Trustee Austin motioned to approve the minutes with correction. Trustee Nick Ehrlich seconded.

All in favor, none opposed

CONSENT AGENDA

There were not any items.

ACTION AGENDA

1. Continuation of the Public Hearing Regarding the Change of Zone for the Frank Brothers Property

Community Development Director Perkins announced to the Town Board that the Planning Commission has continued this hearing until 7:00 P.M. on Wednesday, November 2, 2016.

Public Hearing Opened at 6:59 P.M.

Perkins explained that due to the Planning Commission continuing the Public Hearing until November 2, 2016, the Town Board needs to continue the Public Hearing until a date and time following that date.

Public Hearing Closed at 7:00 P.M.

Trustee LeRon Ehrlich motioned to continue the Public Hearing until November 9, 2016 at 6:30 P.M. Trustee Austin seconded.

Roll Call Vote: Trustee Austin – yes, Trustee L. Ehrlich – yes, Trustee Burack – yes, Trustee N. Ehrlich – yes, Mayor Pro Tem Measner – yes, Mayor Woodcock – yes, Trustee Kidd – yes. Motion carried.

2. Consideration and Approval of Resolution 16-21, an Application for a Hazards Implementation Project CDBG-DR Planning Grant

Community Development Director Perkins asked the Town Board to consider for approval Resolution 16-21, a Resolution of the Town of Milliken to sponsor an

application for a Hazards Implementation Project CDBG-DR Planning Grant by the Town Board authorizing Milliken staff to file a Colorado Department of Local Affairs CDBG-DR Planning Grant application.

Director Perkins explained that the passage of this Resolution will provide the necessary engagement, support and consent to implement changes in the Land Use Code, regulations, programs and/or incentives that are identified through the hazards implementation project as opportunities for reducing the community's vulnerability of hazards. The grant amount is \$45,000 and does not require a match amount.

Trustee Austin asked if the Lakewood Code would be utilized. Director Perkins explained that the Code would be written on its own.

Trustee Nick Ehrlich motioned to approve Resolution 16-21, a Resolution of the Town of Milliken to sponsor an application for a Hazards Implementation Project CDBG-DR Planning Grant. Mayor Pro Tem Measner seconded.

Roll Call Vote: Trustee Austin – yes, Trustee L. Ehrlich – yes, Trustee Burack – yes, Trustee N. Ehrlich – yes, Mayor Pro Tem Measner – yes, Mayor Woodcock – yes, Trustee Kidd – yes. Motion carried.

3. Acknowledgment of Receipt by the Town Board of the 2017 Proposed Budget

Town Administrator Kent Brown and Finance/Accounting Manager Courtney Diller presented the Town Board with the proposed 2017 budget for the Town of Milliken. A Power Point Presentation was shown to provide the Town Board with a visual display of the Town's projected revenues and expenditures. Notebooks were distributed with the line item detail for each separate fund. These items will be discussed in length at the upcoming Budget Work Sessions.

Trustee LeRon Ehrlich motioned to acknowledge the receipt of the proposed 2017 Budget. Trustee Burack seconded.

Roll Call Vote: Trustee Austin – yes, Trustee L. Ehrlich – yes, Trustee Burack – yes, Trustee N. Ehrlich – yes, Mayor Pro Tem Measner – yes, Mayor Woodcock – yes, Trustee Kidd – yes.

DISCUSSION AGENDA

There are not any items.

Mayor Woodcock requested a 5 minute recess.

Executive Session

Regarding Water – Current and Future

Trustee Nick Ehrlich motioned to go into Executive Session under C.R.S. 24-6-402(4)(b), to confer with an attorney for the Town for the purposes of receiving legal advice on specific legal questions and C.R.S. 24-6-402(4)(e), for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators. Trustee Austin seconded.

Executive Session commenced at: 8:14 P.M.

Regular Meeting Resumed

The regular meeting resumed at: 9:00 P.M.

Summary of Meeting (Review of Action Items, Staff Assignments & Schedule)

Future Agenda Items for the Work Session and the Regular Meeting

Adjournment

Trustee Austin moved to adjourn. Trustee Kidd seconded.

All in favor, none opposed.

Hearing no further business, the Mayor adjourned the meeting at: 9:01 P.M.

Prepared by:

Approved by:

Cheryl Powell, Town Clerk

Beau Woodcock, Mayor